



## **U.S. SERVICE ACADEMY NOMINATION FORM**

### **Supervisor Evaluation and Letter of Recommendation Guidelines**

**Applicant Name:** \_\_\_\_\_ **DOB:** \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
First, Middle, Last

Senator Hawley has the honor and privilege to recommend some of Missouri's most talented and skilled individuals to the United States Service Academies. The questions below help the Senator identify the best possible candidates. We know that it takes a considerable amount of time and effort to complete this form. Thank you for your thorough and honest answers.

**PART I – Please rate the applicant's overall performance among his/her peer group. If you have not had enough interaction with this individual to rank his/her performance, please leave the table below blank.**

1	2	3	4	5	6	7	8	9	10
Poor				Average				Outstanding	

**PART II – Using letterhead please attach your letter of recommendation.**  
**To help formulate your letter, you might consider the following questions:**

1. How long have you known the applicant and in what capacity?
2. What are the applicant's strengths, talents, or unique qualities?
3. What are the applicant's limitations or weaknesses?
4. Has the applicant displayed any leadership characteristics?
5. Do you know of any personal circumstances that might affect the applicant's performance?

*I acknowledge that I am responsible for the content of this U.S. Service Academy Nomination Form and that all information provided is true and correct.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (printed): \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

***Please return this completed form and your letter of recommendation in a sealed envelope with your signature across the flap to the address below. It must arrive no later than October 1, 2019.***

U.S. Senator Josh Hawley  
c/o Academy Nominations  
The Eagleton Courthouse  
111 South 10<sup>th</sup> Street  
Suite 23.360  
St. Louis, MO 63102